

MEETING OF THE JOINT ONEIDA COUNTY PUBLIC WORKS, PLANNING & DEVELOPMENT AND LABOR RELATIONS & EMPLOYEE SERVICES

April 26, 2018

Committee Members Present: Robb Jensen, Mike Timmons, Sonny Paszak Ted Cushing and Scott Holewinski.

Also in Attendance: Bruce Stefonek/Highway, Dan Gleason/Highway, Lisa Jolin/Solid Waste, Jeri Cooper/Highway, Evan Pretzer/Lakeland Times and Scott Tromp/Public.

The following matters were taken up to wit:

Call the Meeting to Order & Roll Call

Chairperson Jensen called the meeting to order at 8:00 a.m. noting the meeting was properly posted and the media notified.

1. Approve Agenda

Motion: Paszak/Cushing to approve the agenda. All ayes; motion carried.

2. Approve the Minutes of the Public Works Committee meeting held on April 10, 2018 and April 12, 2018

Motion: Jensen/Timmons to approve the minutes of the of the April 10, 2018 and April 12, 2018 meetings as presented. All ayes; motion carried.

3. Election of Committee Officers

Motion: Cushing/Paszak to nominate Robb Jensen for Chair, Scott Holewinski for Vice-Chair and Mike Timmons for Secretary. All ayes; motion carried.

Solid Waste Department

4. General Business Discussion/Act

A. Vendor Vouchers

Motion: Holewinski/Paszak to approve the Solid Waste vendor vouchers as presented. All ayes; motion carried.

5. Discussion/Act on Waste Management changes to 2018 (MSW) Municipal Solid Waste Contract

Jolin reported she would not have the final copy of the contract until the next meeting. Waste Management made changes to the original contract that Corporation Counsel drafted regarding minimum tonnage versus average load, responsibility for overweight fines, after hour access to the Solid Waste site, written notice of any CPI price increases, excluded materials, pollution insurance and termination for breach of contract. Jolin indicated they are working through the changes noting the current contract is in effect through June 30.

6. Discussion/Act on 2017 Year End Financial Report

Jolin reported the final close was not available at that time but she did not anticipate any changes. Motion: Jensen/Cushing to accept the receipt of the 2017 final Year End Financial Report for Solid Waste. All ayes; motion carried.

7. Solid Waste Report/Discussion

- **Update on hazardous waste training**

Jolin reported the training by was tailored to the products. She stated new labels were created for sorting listing examples of the materials so they would no longer need to pay the higher rates for products that were incorrectly included with higher cost materials.

- Jolin reported the owner of Glass Plus agreed to remove all of their equipment and materials in exchange for the remaining glass. After the snow has melted, she will access the area for garbage that will need to be cleaned up before releasing the glass.

8. Future Solid Waste agenda items:

- **Glass crushing/screening**
- **Pallet grinding/brush chipping**
- **Update on marketing efforts for topsoil**

Highway Department

9. General Business Discussion/Act

A. Vendor Vouchers

Motion: Timmons/Cushing to approve the Highway Department vendor vouchers as presented.
All ayes; motion carried.

Motion: Jensen/Cushing to suspend the rules and move forward to item 11.

10. Discussion/Act on 2017 Year End Financial Report

Cooper stated she spoke with the Finance Director who indicated the 2017 Year End Financial Report was complete adding there was nothing in Close 3 that should have any effect. Cooper cited the continuing appropriations to demonstrate how the previous year finished compared to what was budgeted. Cooper informed the committee it appeared the planned 2018 construction projects will cost more than was budgeted. Cooper confirmed the 2018 estimated expenses is what was budgeted for 2018 noting the 2017 beginning balance of \$1.9 million was only \$1 million at the end of 2018. Stefonek noted the county construction projects could reduce the balance even further than the estimated remaining \$504,000.

Motion: Timmons/Paszak to accept receipt of the 2017 Year End Financial Report as presented. All ayes; motion carried.

Cooper informed the committee as of the April 20 close, of the initial \$546,000 there was \$89,000 remaining in the winter maintenance account.

11. Discussion/Act on Acceptance of Chip Seal Aggregate Quotes

Stefonek reported the language Corporation Counsel included in the quote specifications required the aggregate to be stockpiled in Oneida County, however, having the aggregate hauled by the contactor to the specified location and then again by the county results in double trucking. Stefonek recommended rebidding the project with different specs.

Motion: Timmons/Holewinski to re-advertise for bids for chip aggregate for 2018 and adjust the specs. All ayes; motion carried.

12. Discussion/Act on On-Site Propane Fill Station

Stefonek reported he compared three options for propane noting the lowest overall cost was to utilize an on-site fill station. Stefonek estimated start-up cost of \$3,000 with annual savings of \$2,195 and a projected breakeven period of 17 months.

Motion: Timmons/Jensen to move forward with the proposal for the on-site 500-gallon LP fill station. All ayes; motion carried.

13. Discussion/Act on Consulting Firm for Barrientos Study Priority 1 HVAC Upgrades and Exit Lighting at Rhinelander Highway Department

Stefonek reported the bid specifications from Barrientos were not received before the meeting so he would need to postpone until the next meeting.

14. Commissioner's Report/Discussion

- **Report on Work Zone Safety**

Stefonek reported the county's workers compensation insurance carrier County Mutual, supplied electronic safety training that can be assigned to groups of employees for training related to specific jobs.

- **Oneida County Hauling Salt to Other Counties**
- **Highway Department Mechanic and Foreperson Interviews**
- **Citizen Highway Maintenance Comments**

Stefonek reported Supervisor Bob Mott contact him regarding a culvert was failing on a private road off CTH G so they attempted to thaw the culvert. However, because it is a private drive there in nothing else they can do.

15. Future Meeting Dates

- May 10, 2018
- May 24, 2018

16. Future agenda items

- Barrientos Study Priority 1 HVAC Upgrades and Exit Lighting
- Review of Highway Department Finance Technician position to Office Manager position
- Chip Seal Aggregate Quotes

17. Public Comment

None

18. Adjourn

Motion: Cushing/Jensen to adjourn at 8:39 a.m. All ayes; motion passed.

Committee Chairperson

Committee Secretary